

REGION 2 Hospitals / Healthcare Emergency Preparedness Coalition (HEPC) Meeting
AGENDA and MINUTES
January 15, 2014

TOPIC	DISCUSSIONS, ACTIONS TAKEN AND RESPONSIBLE PERSONS
Welcome and Introductions	<ul style="list-style-type: none"> All attendees received a copy of the sign-in sheets via email attachment. <ul style="list-style-type: none"> Attendance to HEPC meetings is a requirement for eligibility in receiving the HHS Grant (50% attendance required).
Approval of Meeting Minutes	<ul style="list-style-type: none"> A copy of these meeting minutes will be sent to HEPC members via email attachment for review and approval. <ul style="list-style-type: none"> Once approved these minutes will be posted in the "Public Documents" section of the ESF-8 Portal. <p><i>Any facility that is unable to access or print the documents from the "Public Documents" section of the portal should contact Henry Yennie at Henry.yennie@la.gov for assistance in resolving the problem.</i></p>
OLD BUSINESS	
Regional Plan: Mass Fatality	<ul style="list-style-type: none"> Allyn and Connie are working to incorporate the East Baton Rouge Coroner's Office Mass Fatality Plan into the Region 2 Emergency Response Plan. <ul style="list-style-type: none"> This has been put on hold but will be addressed in 2014.
NEW BUSINESS	
Hospital Designated Regional Coordinator (DRC) Report	<p><u>Grant Information</u> <u>2013-2014 Grant Cycle</u></p> <ul style="list-style-type: none"> The new grant cycle began on July 1, 2013. Final allocation model is expected by the end of October. Expect about a 20% reduction from last year's amount. Participation Agreements were sent to facility CEO's via hard copy mail during the week of January 13, 2014. Signed Participation Agreements are due back to LHA by February 7, 2014. Deliverables: See meeting minutes from the August 21, 2013 HHS Grant Rounds meeting for a discussion of capability planning. <p><i>Any facility that does not receive their Participation Agreement should contact Frances Arledge at LHA as soon as possible.</i></p> <p><u>Upcoming Events</u></p> <ul style="list-style-type: none"> Site visits have been planned for March 2014. Details to follow. <p><u>Hazard Vulnerability Analysis (HVA)</u></p> <ul style="list-style-type: none"> Facility-specific 2014 HVA's are due to Connie by January 31. These will be incorporated into a Region 2 HVA and will be posted on the Portal. <ul style="list-style-type: none"> The HEPC has requested that Henry Yennie develop a regional and state HVA template to be used by all facilities and that this information be collated and reported through the ESF-8 portal. <p><u>ESF-8 Portal Update</u></p> <ul style="list-style-type: none"> No updates.
Office of Public Health	<p><u>Medical Special Needs Shelter (MSNS)</u></p> <ul style="list-style-type: none"> Priscilla Williams provided information on the following: <ul style="list-style-type: none"> The MSNS Planning meetings will begin in March to prepare for the 2014 Hurricane Season. MSNS Training will be held on April 21 and 22. This will be offered for those individuals who will be volunteering at the shelter.
EMS Designated Regional Coordinator (DRC) Report	<p><u>EMS DRC</u></p> <ul style="list-style-type: none"> Mike Hammett was not in attendance.
LERN (Louisiana Emergency Response Network) Report	<p><u>LERN</u></p> <ul style="list-style-type: none"> Ted Colligan provided the following information: <ul style="list-style-type: none"> The Stroke/STEMI programs have been successfully piloted in Region 4 and will be expanded statewide in the next few months.

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	<ul style="list-style-type: none"> ○ The next LERN meeting will be held on Thursday, January 23 and is an open forum meeting.
Training - Upcoming Opportunities	<ul style="list-style-type: none"> • The Coalition may work with Norris Yarbrough (Region 1) to plan and conduct a Region 2 Tabletop Drill in 2014. • GOHSEP will be sponsoring CBRNE trainings beginning in early 2014. • OLOL will be hosting BDLS training in early 2014. • Mike Meagher has agreed to explore START triage training for Region 2. • MOHSEP will be offering ICS courses as well as an eight hour Homemade Explosives course. Details will be provided at a later date.
Exercises, Drills, and Actual Events	<p><u>Drill Notification</u></p> <ul style="list-style-type: none"> • GOSHEP and MOHSEP representatives asked that they be invited to observe drills at participating HEPC facilities. <p><u>Drill Announcements</u></p> <ul style="list-style-type: none"> • Members requested that “plain language” discussions be initiated in 2014. This would require consistent, “public” language to be used by all Region 2 facilities <ul style="list-style-type: none"> ○ Discussions will need to include the positive and negative aspects. <p><u>Actual Event-Mass Influx of Infectious Patients</u></p> <ul style="list-style-type: none"> • Due to the large numbers of flu patients being seen and admitted, it was determined that an influx of infectious patients event should be considered. • Coalition members were asked to meet with their Infection Preventionists to document steps taken to address this event. • A regional response/AAR will be completed. <p><u>Drill-Riverbend Graded Exercise</u></p> <ul style="list-style-type: none"> • Riverbend will be conducting a Graded Exercise in June of 2014. Hospitals will not be involved in this exercise. • OLOL will be evaluated in a separate drill that will be conducted in September. It is possible that other hospitals can be engaged in this exercise. <p><u>Drill-Chemical Industry Tabletop</u></p> <ul style="list-style-type: none"> • The Chemical Industry, in coordination with MOHSEP will be conducting another tabletop drill in October 2014. <ul style="list-style-type: none"> ○ The Region 2 Hospital DRC’s will be invited to participate and will represent HEPC.
Deadlines and To-Do’s	<ul style="list-style-type: none"> • Focus on HHS Grant spending and documentation. • Michael J. Nolan updated the group on the changes that are being made to the Joint Commission requirements in regards to Emergency Management and Leadership. Please see email attachment.
New Grant Management System	<ul style="list-style-type: none"> • Frances Arledge of LHA provided training on the new Grant Management System. <ul style="list-style-type: none"> ○ Webinars are also available. Information can be accessed on the LHA website.
MISC.	<ul style="list-style-type: none"> • Will White introduced the WISER smart phone application. This can be used to receive information regarding chemicals that may be involved in a chemical spill. <ul style="list-style-type: none"> ○ The application provides information on medical treatment and appropriate PPE for responders.
IMPORTANT DATES	<p><i>Next Meeting – Wednesday, February 19, 2014</i> <i>East Baton Rouge Parish Mayor’s Office Homeland Security and Emergency Preparedness from 8:00 until 10:00am.</i></p>